

GENERAL LEDGER ACCOUNT NO. 148 - ADVANCES AND OTHER RECEIVABLES DUE
FROM FORMER AGENCY PERSONNEL

This debit balance account represents the unliquidated balance of funds of an operational, administrative, or personal nature, advanced to or which are otherwise receivable from former Agency employees. A separate subsidiary record will be maintained by employee name and number for each former employee or agent who is indebted to the Agency. Debit this account with amounts due from employees or agents who have been separated from the Agency without repaying or accounting for amounts advanced to or which are otherwise receivable from them. At the time this account is debited, a like amount will be recorded as an allotment expenditure (if such amount has not previously been recorded as an expenditure) against the appropriate fiscal year appropriation. Credit this account with amounts (1) accounted for, (2) repaid to the Agency, (3) recovered by the Civil Service Commission, or (4) charged off as uncollectible pursuant to proper authority. When this account is credited with amounts accounted for or with amounts charged off, the contra debits shall be to cost account No. 600.8. When this account is credited with amounts recovered by the Civil Service Commission the contra debit shall be to account No. 490. When this account is credited with an amount repaid to the Agency a corresponding amount will be recorded as a reverse allotment expenditure and will be identified with the fiscal year appropriation which was charged with the expenditure providing the applicable appropriation has not lapsed at the time the repayment is received; if the applicable appropriation has lapsed at the time the repayment to the Agency is received, the amount repaid will be credited to this account, with no adjustment in the related expenditures as previously recorded, and will be deposited in the U. S. Treasury and debited to account No. 490.